

**New Treasurers Workshop
MTAW Fall Pre-Conference Workshop
Wednesday, September 22, 2010
Lakewoods Resort, Cable, WI**

Workshop Panel Members:

Helen Schmidlkofer, City of Chilton
John Schlice, City of Stevens Point
Myra Piergrossi, Town of Menasha
Cindi Gamb, Village of Kohler

- 9:00 – 9:20 a.m. REGISTRATION**
- 9:30 WELCOME**
- 9:35 – 10:45 a.m. Basic Duties of the Treasurer
Budget Preparations**
Statutory Requirements
Public Hearing Notice
Levy Limits
Expenditure Restraint Program (ERP)
Calculating the Tax Rate
- 10:45 – 11:00 a.m. BREAK**
- 11:00 a.m. – Noon Tax Incremental Financing District**
TIF District Criteria Matrix
TIF Calculation Worksheet
- Taxes**
Statement of Taxes
Payment Options
Tax Settlement
Lottery Credit
Delinquent Personal Property Taxes
- Noon – 12:45 p.m. LUNCH**
- 12:45 – 2:00 p.m. Session Continues**
Banking Services and Public Depository Resolution
Investment and Investment Policy
Preparing for an Audit
- 2:00 – 2:15 p.m. BREAK**
- 2:15 – 3:00 p.m. Session Continues**
Payment of Bills/Invoices
WI Statute 66.06(9) – Sample Ordinance
Tax Refund Interception Program (TRIP)
Resource Sheet
Complete Evaluation Forms
Presentation by MTAW President
Membership
Certification
Maintaining Certification



Registration and cancellation deadline, Friday, September 10, 2010. We need at least 20 attendees to hold this workshop. If we don't have 20 attendees signed up by September 10th the workshop will be cancelled. Hotel reservations are the responsibility of the participants. Call the hotel directly to make your reservations (1-800-930-6657). Ask for the **Municipal Treasurers Association of Wisconsin room block** in order to secure our special rate.

New Treasurers Workshop Registration Form		
Name		Title
Municipality		
Address		
Phone		Fax
Email		
Cost	Member of MTAW	\$35 per person \$ _____
	Non-Member of MTAW	\$55 per person \$ _____
	Total Due	\$ _____

Send your registration form with a check remitted to MTAW to: MTAW
 Terry Estnes, Executive Secretary
 2408 North 67th Street
 Wauwatosa, WI 53213

Questions? mta-wi@att.net
 414-453-1442 (v) 414-453-0526 (f)



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